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EDUCATION: TEMPLE UNIVERSITY, Fox School of Business, Philadelphia, PA

Bachelor of Business Administration, Graduation: December 2020

Major: Management Information Systems

Overall GPA: 2.8

# SELECTED COURSES:

Data Analytics, Data-Centric Analytics, Enterprise IT Architecture, Digital Solutions Studio, Integrated Business Applications

# **ACTIVITIES AND AWARDS:**

- Member, Gamma Iota Sigma, 201 present
- IT Leaders Scholarship, Irwin L. Gross eBusiness Institute, 2015

# INFORMATION SYSTEMS PROJECTS:

- Analyzed requirements and created real estate database management system to track property locations, vacancies, rent payments, payroll, and maintenance requests.
- Served as team lead for analysis, design and development of Radio Frequency Identification System (RFID) to identify and register vehicles for automobile parts manufacturer.

# INFORMATION TECHNOLOGY SKILLS:

Web Development: HTML, Javascript

Database Management: SQL, Tableu Prep, R, RStudio

Project Management: Microsoft Office, Adobe Creative Suite, Trello, Discord,

Hootsuite, Canva

# EXPERIENCE: Only Elite Matters, Philadelphia, PA

### **Executive Board**

 Organize and maintain social media content using social media platforms LinkedIn, Instagram, Facebook, and Twitter.

- Working as a team to carry out meaningful social events in collaboration with over 400+ artists in the Philadelphia area
- Developing brand awareness, content management, and search engine optimization

# Minuteman Press, Bala Cynwyd, PA

Summer 2017

September 2017 – December 2018

#### Intern

- Reviewed and edited 15+ social media posts to guarantee high quality content; created effective messaging using language, graphics, and marketing.
- Supported Operations Manager with daily operational functions; analyzed departmental documents for appropriate distribution and filing